

Alaska **Chore and Respite Timesheet**



For the week of service, timesheets are due the following Monday by midnight if faxed or dropped off, and postmarked by Monday if mailed. Timesheets are due every week. Due to the timing of the payroll cycle, late timesheets will result in late pay. Timesheets must be signed AFTER all work is

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the client was not in a hospital, nursing home, or institution when services were provided; and that original entries for											/			/	<i>!</i>											
each recorded shift, including associated entries on any									_				—	_	Ц											
related service documents, were completed within 72 hours of the date on which each shift ended. I understand that							Signatui	ire		Dat	e (MI	M/D	D/Y	Y)												
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